

SELECTMEN'S MEETING
Town of Brownfield
January 26, 2010

Selectmen Present: Carol Brooks and Erik Walker

Others Present: Matt Coen, Frank & Alvina Day, Michelle Day, Richard Norcross and Richard Perreault

The Workshop portion of the meeting opened at 5:20 P.M. with Carol and Erik in attendance. At 6:10 P.M., Carol opened the business portion of the meeting since Cindy was not able to attend tonight's meeting. Warrants were reviewed and approved along with the most recent minutes.

Frank reported for week ending January 22nd that Monday, Tuesday and Wednesday were spent plowing and sanding. Richard Perreault and Richard Welch were called in to assist. Monday saw 7.5 inches of snow while Tuesday and Wednesday each had 3.5 inches of snow. Thursday was spent cleaning up after the snowfall. Frank worked on Friday because a radio was being installed in the new truck. The brook along Porter Road and Sam Brown Hill Road is blocked again with ice jams and the culvert is frozen. Work will be done tomorrow to try and clear up this problem. As Jeff Leach was backing out one of the trucks from the garage earlier today, he inadvertently left the wing down causing it to break some of the trim and edging around the doorframe. Before filing an insurance claim, Frank contacted a local builder to get an idea of the cost to repair. The estimate came in around \$260 so no claim will be filed. Richard Norcross also offered to come to the garage tomorrow to look at the damage since he was involved in the building of the garage and is more familiar with the materials used. He feels the repair can be done for even less.

Matt Coen expressed to those present what a superb job he feels the Brownfield road crew does in keeping the roads clear during storms. He travels to the surrounding towns of Denmark, Fryeburg and Conway plowing and sanding for individuals and businesses and says there is no comparison to the work done in Brownfield.

Alvina Day was asked by Carol how often deposits are made in the Town of Denmark. Alvina responded that the Treasurer only makes deposits once a week. Since no one knew if there was a specific limit that could be held in the vaults before depositing, it was determined that this might be a question for the Auditors when they come to Town on the 8th of February. Alvina, however, will check with the Treasurer of Denmark to see if she knows what the protocol is.

Chief Perreault reported two runs for the Fire Department. The first was a response to assist Fryeburg Rescue on a code call off Everett's Lane. The second was for the report of a rollover car accident which turned out to be in Hiram not Brownfield.

Tara Warren and Julie worked on a list of Community Center rules for people using the building. It is hoped that a couple of these items can be removed once new doors are installed at the Community Center. Tara has also created an agenda for the meeting that will hopefully take place in the near future between interested parties in Denmark

SELECTMEN'S MEETING

January 26, 2010

Page 2

and Brownfield to coordinate efforts and have continuity between the two towns as far as their respective Rec. Departments are concerned. Julie will get back in touch with the Denmark Town Manager with possible meeting dates.

Next on the agenda were the quotes received for replacement of the exterior doors at the Community Center. MMA has confirmed that the funds to replace these doors can be taken from the Capital Improvement Building Account and that the Selectmen have the authority to do so without a vote of the Town. Erik explained that due to security reasons and the major loss of heat, the Selectmen felt they needed to move quickly to replace these doors. Several phone calls were made asking for quotes to be given. Since there was no "specification sheet" used, there were problems with several of the first quotes received. Julie made immediate contact with those involved, clarified the number of doors to be replaced and the hardware needed and asked them to revise their quotes.

Dick Norcross expressed concern that there is as much heat loss with the windows as the doors and that maybe more time should be spent looking into long-term work on the Community Center. Erik explained that the Selectmen originally looked at just replacing the locks on the doors but that the doors themselves were in such poor shape that it would have been a waste of money. It was felt that replacing the doors was a start and that maybe a grant can be obtained to help replace the existing windows. Several of the interior doors will also need to be replaced. Since the building is seeing a lot more use and fees are being charged, it was felt that the security and heat loss due to the old exterior doors needed to be addressed immediately.

The following is a list of the quotes received:

Coen Construction	\$ 7,703
Ed Bodeau & Son Construction	\$ 8,871
Granite State Glass	\$ 9,725
Portland Glass	\$ 9,815
Elliott Construction	\$ 13,600

After some discussion, Erik made a motion that was seconded by Carol to accept the bid by Coen Construction and to approve up to \$8,000 to complete the job since there may be some unforeseen additional work needed around the doorframes. In the event that a major problem should be found, Matt was asked to approach the Selectmen if the projected cost to repair would exceed this approved amount. All were in favor.

Julie reminded those present that this Sunday, January 31st, will be Brownfield's Winter Carnival to be held behind the Community Center and Town Office from 11-2. There will be horse-drawn sleigh rides, dogsled rides, skating and food and beverage.

SELECTMEN'S MEETING

January 26, 2010

Page 3

Erik made a motion that was seconded by Carol to adjourn at 7:15 P.M. All were in favor.

Respectfully submitted,

Julie A. Watkins
Town Administrator

SELECTMEN'S MEETING
Town of Brownfield
February 2, 2010

Selectmen Present: Erik Walker & Cindy Willets

Others Present: Matt Coen, Frank Day, Michelle Day, Richard Norcross,
Richard Perreault & Linda Pestilli

The business portion of the meeting was called to order at 6:05 P.M. Mrs. Brooks was not in attendance.

Frank reported that the PW Department started working last Sunday by sanding when it started to rain and the roads became slippery. The same problem that occurred last year at the intersection of Porter Road and Sam Brown Hill Road became an issue again with ice jams in the brook. There was no property damage but water did run over the road. Most of Monday was spent sanding. Trash was picked up on Tuesday, some vehicle maintenance was performed and the roads were checked. The ice was cleared out again from the brook on Porter Road. The big ice chunks are all gone now but it does appear that ice may be starting to form again. Just enough snow fell on Thursday to have to plow and sand and salt was spread on Friday. Frank met with a Representative from Cintas who offered the Town of Brownfield a new two-year contract on uniform services dropping the weekly charge from approximately \$114 to \$55. However, after some review, Cindy felt there was a clause in the contract that was not to the benefit of the Town. Erik will follow up with Cintas to try and get this wording changed.

Chief Perreault reported a quiet week with very few runs. Northeast Emergency Apparatus is currently at the Fire Department performing air pack certifications. The Department of Labor is cracking down on infractions and even the minor ones are being assessed a \$1,000 fine. This could cripple many small volunteer fire departments if they and/or the towns they cover have to come up with these fees. For example, if the DOL had walked in to inspect this equipment prior to NEA performing their certifications, our own Fire Department could have been assessed upwards of \$15,000 in fines for minor infractions. There are no more caps on fines, no grace periods and no arbitration. Many fire department officials have met with Legislators to try and get the DOL to back off from these heavy fines that can put small volunteer fire departments out of business. NEA is helping to make sure that all equipment is safe, functioning properly and meets DOL regulations. Dickie will also be contacting Safety Works to have them go over equipment because they give you six months to correct any problems before assessing fines. While on the discussion of safety, a question was raised as to whether or not safety chains need to be in front of the hoppers at the Transfer Station. Julie will check with Jim on this.

Matt Coen has met with a Representative from Chick's Lumber and has also been on the phone with Steve Sanborn regarding the doors to be replaced at the BCC. Steve got in touch with the State Fire Marshall and Building Inspector for more clarification.

SELECTMEN'S MEETING

February 2, 2009

Page 2

Since two different answers were given, it was deemed to go with the more strict requirements. The three single doors leading to and from the gym are not an issue. Matt suggested several options for replacing the existing double doors. After some discussion, Erik made a motion that was seconded by Cindy to replace the two sets of double 36" doors with one 48" door each and to frame in and close up the remainder of the opening. The single pane of glass by the office will be replaced with a double hung window with screen for ventilation. The Selectmen hope that the money saved on not needing the additional doors and hardware can be used to offset the additional cost of framing and insulation. This change is subject to the CEO's approval. Erik reminded Matt to let the Selectmen know if these changes fail to stay within the ballpark of the original quote and to continue to seek their approval if not. All were in agreement.

It was also noted that the glass in the BCC is insulated except in the gym, the office and the library. It was noticed that there is soot around the exhaust pipe leading away from the boiler into the chimney and there is a faint smell of diesel. Julie will check into getting the furnace and/or chimney looked at. Matt also stated that the boiler burns 6-13 gallons of oil per hour when temperatures are cold. Compared to a house that burns 6-10 gallons at the same temperature and, for the size of the building, the BCC is really not burning excessive fuel. Cindy will be looking into HUD grants for improvements at the BCC once proof of intent can be shown that the Town is putting money into this community center.

The next item discussed was a vacant piece of land that the Town foreclosed on back in March of 2008 for non payment of property taxes dating back to 2005. This subject came up when a couple of realtors called the Town Office to get information on the property because they had been approached about selling it by the previous owner. They were informed that the Town had foreclosed on the property and that the Town is the actual owner. When the previous owner was made aware of this, he contacted the Tax Collector as to how to buy the property back. The previous owner is not a Brownfield resident, nor is he a Maine resident, and his only intent is to get the property back so that he can sell it. For this reason, it is not deemed to be in the best interests of the Town to sell back the property to the previous owner for the unpaid taxes. Erik made a motion that was seconded by Cindy to have Julie contact several local realtors to request a fair market value (FMV) for the property if it was to be listed for sale. Once the FMV is obtained, the Selectmen can offer the property back to the previous owner at this price or list it with a realtor.

Linda asked for clarification of the January 19th minutes where it was discussed that Julie gave a memo to the Selectmen and that they asked to be kept updated and to have office coverage when time off was needed. Cindy informed Linda that this was a personal matter not subject to clarification. Julie offered information to the Selectmen that was not required but was appreciated in order to keep them posted.

SELECTMEN'S MEETING

February 2, 2010

Page 3

Since it was approaching 7:00 P.M. and the Planning Board had a meeting, the Selectmen relocated to Julie's office to finish signing paperwork. A motion was made and seconded to adjourn at 7:15 P.M.

Respectfully submitted,

Julie A. Watkins
Town Administrator

NOTICE:

- * The Budget Committee will meet on February 8th and March 8th at 6:30 P.M. at the Town Office. If needed, they will also meet on February 22nd and/or March 22nd.